



GSA 36 PRICE LIST 06-24-2014

Office, Imaging and Document Solutions

FSC Group 36

SIN 51-506 Document Conversion Services

Authorized Document Conversion Price List

Contract Number: **GS-03F-0171V**
Period Covered by Contract: **8/30/2009 to 8/29/2019**

Professional Document Systems Inc.

1414 Common Drive
El Paso, Texas 79936
800-644-7112
Attention: Matt Bowman

Prices Shown Herein are Net (discount deducted)

Pricelist current through Modification PO-0004 June 24, 2014



COMPANY OVERVIEW

Since 1995, PDS has provided records management, document conversion, electronic imaging, Automated Forms and custom software solutions to government, education, business, financial and healthcare organizations throughout the United States. We have encountered and solved a wide variety of document management challenges. Our solutions are customer focused and specifically designed to meet the varying needs of a diverse client base.

Professional Document Systems turnkey conversion services include:

- Document level indexing
- Paper to digital
- Paper to microfilm
- Microfilm to digital images
- Digital image to microfilm.
- Integration of existing databases with files kept in paper, microfilm, microfiche and aperture cards.

We convert images and data from all types of media from bound books to paper based files. Methods range from single page processing with manual data entry to high-speed Zone OCR, forms processing and media conversions.

Our successful project management and data conversion experience is backed up by outstanding references in government and almost every paper-intensive industry. All conversion references are available upon request.

We do not have an "out-of-the-box" approach to conversions. Our experience substantiates the commonsense premise that every client's needs are somewhat different, even within the same industry, government agency and application area. As a result, every PDS project is customized and tailored to specific client requirements.



CUSTOMER INFORMATION:

1. Table of awarded special item number(s)

51 506 Document Conversion Services

2. The period of performance for this contract is **08/30/2009 to 08/29/2019**, with three single five-year options at Government's discretion
3. MAXIMUM ORDER: **\$1,000,000**
4. MINIMUM ORDER: **\$ 100**
5. GEOGRAPHIC COVEREGE: **Domestic delivery only.**
6. POINT(S) OF PRODUCTION: **Varies based on Customer**
7. DISCOUNT FROM COMMERCIAL LIST PRICE: **3%**
8. QUANTITY DISCOUNTS: **See Price List**
9. PROMPT PAYMENT TERMS: **2% 10, Net 30**
10. GOVERNMENT PURCHASE CARDS ARE ACCEPTED AT OR ABOVE THE MICROPURCHASE THRESHOLD.
11. FOREIGN ITEMS: **None**
12. TIME OF DELIVERY: **Varies based on volume and requirements**
13. EXPEDITED DELIVERY: **N/A**
14. OVERNIGHT AND 2-DAY DELIVERY: **N/A**
15. URGENT REQUIREMENTS:

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.
16. F.O.B. POINTS(S): **Destination**



17. ORDERING ADDRESS:

**Professional Document Systems Inc
1414 Common Drive
El Paso, Texas 79936
800-644-7112**

18. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

19. PAYMENT ADDRESS:

**Professional Document Systems Inc
Attention: Accounts Receivable
1414 Common Drive
El Paso, Texas 79936
800-644-7112**

20. WARRANTY PROVISION: **Standard Commercial Warranty**

21. EXPORT PACKAGING CHARGES: **N/A**

22. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE AND REPAIR: **N/A**

23. TERMS AND CONDITIONS OF INSTALLATION: **N/A**

24. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES: **N/A**

25. TERMS AND CONDITIONS FOR ANY OTHER SERVICES: **N/A**

26. LIST OF SERVICE AND DISTRIBUTION POINTS: **Varies based on Job**

27. LIST OF PARTICIPATING DEALERS: **N/A**

28. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER: **929312668**

29. CONTRACTORS TAXPAYER IDENTIFICATION NUMBER (TIN): **85-0435470**

30. CONTRACTORS DOD CAGE CODE: **1G1F7**

31. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (SAM) DATABASE: **Active in SAM; Registration valid until 06/24/2015**



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TURNKEY SOLUTION PRICING

Item Number	Service Description	Unit	GSA Price w/IFF From*	GSA Price w/IFF To*	Origin
PDS-TK-PSCAN	Paper to digital	Per Image	\$0.0538	\$0.1417	U.S.A
PDS-TK-PFILM	Paper to microfilm	Per Image	\$0.0538	\$0.1417	U.S.A
PDS-TK-FSCAN	Microfilm to digital image	Per Image	\$0.0538	\$0.1417	U.S.A
PDS-TK-MFSCAN	Microfiche to digital image	Per Image	\$0.0538	\$0.1417	U.S.A
PDS-TK-IMG-FILM	Digital image to microfilm	Per Image	\$0.0342	\$0.0538	U.S.A
PDS-TK-IMG-REEL	Digital image to microfilm (Reel Cost)	Per Reel	\$24.43	\$24.43	U.S.A
PDS-TK-IMG-FICHE	Digital image to microfiche	Per Fiche	\$5.38	\$6.35	U.S.A
PDS-TK-LFSCAN	Large Format Scanning (Greater than 11" x 17")	Per Drawing	\$1.32	\$1.91	U.S.A
PDS-TK-IMG-PREP	Image Handling and Preparation	Per Project Load	\$645.00	\$1,221.59	U.S.A
PDS-TK-IMG-IMPORT	Image Importation into Host System	Per Project Import	\$860.00	\$1,221.59	U.S.A
PDS-TK-IMG-IMPPROG	Image / Index Import Program	Per Project	\$860.00	\$1,221.59	U.S.A

***PDS Turn Key Solutions price ranges reflect the combined costs for various individual per image conversion services**



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TURNKEY SOLUTION PRICING - CONTINUED

Item Number	Service Description	Unit	GSA Price w/IFF	Origin
PDS-TK-PUMILE	Records Pick up / Delivery Mileage Rate	Per Mile	\$0.41	U.S.A
PDS-TK-DOCRETRIVE	Document Retrieval	Per Retrieval	\$24.43	U.S.A
PDS-TK-DOCREPRO	Document Reproduction	Per Image	\$0.59	U.S.A
PDS-TK-MM	Media Mastering (CD/DVD)	Per Disk	\$24.43	U.S.A
PDS-TK-OSTRANS-LT200	On Site Equipment Transport and Configuration Less Than 300 Miles	Per Mile	\$7.51	U.S.A
PDS-TK-OSTRANS-300	On Site Equipment Transport and Configuration 301-999 Miles	Per Mile	\$5.72	U.S.A
PDS-TK-OSTRANS-1000	On Site Equipment Transport and Configuration - 1000+Miles	Per Mile	\$5.26	U.S.A



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PER IMAGE SOLUTIONS

Item Number	Service Description	Unit	GSA Price w/IFF	Origin
PDS-PGSCAN-L	Page Scanning – Up to 11" x 17" (per image) 0-500,000	Per Image	\$0.0684	U.S.A
PDS-PGSCAN-M	Page Scanning – Up to 11" x 17" (per image) 500,000 - 1,000,000	Per Image	\$0.0635	U.S.A
PDS-PGSCAN-H	Page Scanning – Up to 11" x 17" (per image) 1,000,000 Plus	Per Image	\$0.0538	U.S.A
PDS-LFSCAN-L	Page Scanning – Large Format 0- 50,000	Per Image	\$1.47	U.S.A
PDS-LFSCAN-H	Page Scanning – Large Format 50,000 Plus	Per Image	\$1.32	U.S.A
PDS-PREP	Page Preparation	Per Image	\$0.0195	U.S.A
PDS-REPREP	Page Re-Preparation	Per Image	\$0.0195	U.S.A
PDS-DOCINDEX-4	Document Indexing 1 - 4 Fields	Per Image	\$0.0215	U.S.A
PDS-DOCINDEX-10	Document Indexing 5 - 10 Fields	Per Image	\$0.0410	U.S.A